

# **BOROUGH OF GREENCASTLE COUNCIL MEETING MINUTES**

**April 6, 2020  
60 N. Washington Street**

MEMBERS PRESENT: Mayor Ben Thomas Jr., Council President Steven Miller, Councilmembers: Larry Faight, Joel Amsley, H. Duane Kinzer, Matthew Smith, Jeremy Layman, and Wade Burkholder. Also present was Borough Manager Lorraine Hohl and Chief of Police John Phillippy.

President Miller called the meeting to order at 7:00 p.m.

An invocation was given by President Miller.

President Miller led the Council, staff, and audience in reciting the pledge of allegiance.

President Miller noted that the meeting was being recorded by staff.

On a Faight/Burkholder motion the Council voted unanimously to approve the revised proposed agenda for the April 6, 2020 regular Council meeting.

On an Amsley/Burkholder motion the Council voted unanimously to approve a 3 minute comment allotment, a change from a 5 minute allotment for COVID-19 precautions.

## **Opportunity to be Heard**

President Miller invited Borough citizens to address Council with specific issues of concern, reminding them of the public comment policy.

Kendra Phiel of 30 Baumgardner Drive expressed concern regarding the procedural changes of the March 2, 2020 Council Meeting and noted that it was received as abrupt. Phiel also mentioned the importance of a reasonable burning ban and hoped that the Council would not go overboard.

Councilmember Joel Amsley stated that the Public Facilities Committee would need to review the burning ordinance and make necessary changes that could be enforceable.

Councilmember Duane Kinzer mentioned that he personally talked to President Miller regarding the March 2, 2020 Council Meeting.

## **CONSENT AGENDA**

### **Minutes of Previous Meetings**

Borough Council Meeting: March 2, 2020.

### **Correspondence**

Close streets and recognize the Memorial Day parade at 10:00a.m. on May 25, 2020 as outlined in the correspondence from VFW Post 6319 and American Legion Post 373. (subject to postponement dependent on COVID-19)

### **Other Items:**

Accept the Proclamation Declaration of Local Disaster Emergency authorized on March 16, 2020 & the Continuance of Emergency Disaster Declaration Proclamation due to the novel Coronavirus (COVID-19).

Accept the application of Michael Brennan as part-time Police Officer.

On an Amsley/Faight motion the Council voted unanimously to approve the consent agenda.

## **REGULAR AGENDA**

### **Payment of bills**

On a Smith/Faight motion the Council voted 6-1 to approve disbursements listed on the March 2020 Disbursement Report in the amount of \$98,481.77. Councilmember Jeremy Layman opposed.

Kinzer inquired additional information regarding the sewer reimbursement. Borough Manager Lorraine Hohl stated that sewer was incorrectly calculated on this account for a number of years. Borough Staff addressed the overcharge with the property owner and corrected the account.

### **Reports from Elected Officials**

#### **President's Report**

President Miller thanked Vice President Larry Faight and the entire Council for actions taken while he was away. He also stated the importance of analyzing the financials of the Borough of Greencastle and encouraged Committee Chairs Matt Smith and Wade Burkholder to host an open air meeting discussing how to implement best practices for the Borough during the COVID pandemic.

#### **Mayor's Report**

Mayor Thomas thanked essential personnel for their efforts in combating coronavirus and stressed the importance of community engagement after the pandemic subsides.

#### **Chief's Report**

Chief Phillippy thanked the community for their response to novel coronavirus and expressed his gratitude for the Borough of Greencastle community.

#### **Manager's Report**

Borough Manager Hohl gave a statement thanking the public and staff for their continued patience as the Borough of Greencastle strives to provide essential services.

Councilmen Kinzer questioned whether building permits are still being addressed and why a date of a building permit had not been given to him. Hohl stated that there have been no changes to operational procedures regarding permits. Council President Miller addressed that the date of the building permit was a personal matter and not essential.

Councilmember Amsley questioned the relevance of the topic.

### **Committee Action**

#### **Personnel:**

On a Smith/Faight motion, the Council voted 6-1 to ratify Resolution 2020-03 amending the Borough of Greencastle personnel policies during the pendency of the Proclamation of Disaster Emergency proclaimed by Governor Tom Wolf. Councilmember Layman opposed.

#### **Public Safety: None**

#### **Community Development: None**

#### **Administration & Finance:**

On an Amsley/Burkholder motion, the Council voted 6-1 to approve Ordinance 2020-01 withdrawing from the Intergovernmental Cooperation Agreement of October 26, 2004 by which the Franklin County Joint Municipal Board of Appeals was established. Councilmember Duane Kinzer opposed.

On a Kinzer/Layman motion, the Council voted 1-6 to table Ordinance 2020-01 withdrawing from the Intergovernmental Cooperation Agreement of October 26, 2004 by which the Franklin County Joint Municipal Board of Appeals was established. The motion failed.

A roll call vote was taken:

**Yes:**

Duane Kinzer

**No:**

Steve Miller

Larry Faight

Matt Smith

Wade Burkholder

Joel Amsley

Jeremy Layman

Council President Miller mentioned the importance of a Building Code Board of Appeals and that the Borough is obligated to have a Board in place.

Mayor Ben Thomas, Jr. reminded Council of the advertising of the Ordinance and strongly recommended Council to approve.

Councilmember Layman asked for additional information regarding the procedure of utilizing the Board of Appeals and associated costs. Manager Hohl gave an overview and stated associated costs would be advertising requirements.

Councilmember Duane Kinzer questioned why the Borough of Greencastle has many vacancies within certain Boards and Commissions.

Councilmember Wade Burkholder mentioned his support for more Intergovernmental Cooperation Agreements.

On a Faight/Amsley motion, the Council voted 6-1 to approve Resolution 2020-04 to execute an Intergovernmental Cooperation Agreement allowing the Waynesboro Building Code Board of Appeals to serve as the Building Code Board of Appeals for the Borough of Greencastle. Councilmember Duane Kinzer opposed.

**Public Facilities: None**

**Executive Session: None**

On an Amsley/Burkholder motion the Council unanimously voted to adjourn the meeting at 7:35p.m.

Respectfully submitted,  
Lorraine K. Hohl  
Borough Manager